

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Budget Amendment A-75 (FY 11/12) Section 8 Housing (Staff recommends approval).

REQUESTED ACTION: Approve Budget Amendment A-75

☐ Work Session (Report Only)

☒ Regular Meeting

DATE OF MEETING: 9/25/2012

☐ Special Meeting

CONTRACT: ☐ N/A

Effective Date: _____

Managing Division / Dept: _____

Vendor/Entity: _____

Termination Date: _____

Financial Services Department

BUDGET IMPACT: \$20.00

☒ Annual

☐ Capital

☐ N/A

FUNDING SOURCE:

Interest Income / Workers' Compensation

EXPENDITURE ACCOUNT:

TR Sect 8 to Citrus Co 107-550-554-8301

HISTORY/FACTS/ISSUES:

The purpose of this budget amendment is to transfer the remainder of Section 8 Housing funds to Citrus County per the agreement approved by the Board on August 9, 2011 (attached).

AGENDA DATE 9/25/2012

EXPLANATION : The purpose of this budget amendment is to pay the balance of the Section 8 Housing fund to Citrus County per MOU.

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Approve and Execute Resolution and Memorandum of Understanding (MOU)
Regarding Transfer of the Section 8 Housing Choice Voucher Program to Citrus
County, Florida (Staff recommends approval).

REQUESTED ACTION: Approve Resolution and MOU.

☐ Work Session (Report Only) **DATE OF MEETING:** 8/9/11
☒ Regular Meeting ☐ Special Meeting

CONTRACT: ☒ N/A Vendor/Entity: _____
Effective Date: Termination Date: _____
Managing Division / Dept: Housing Department

BUDGET IMPACT: \$184,000.00 reduction
☐ Annual **FUNDING SOURCE:** U.S. Department of Housing and Urban
Development (HUD)
☐ Capital **EXPENDITURE ACCOUNT:** 107-550-554-
☐ N/A

HISTORY/FACTS/ISSUES:

Sumter County began receiving funds in 1975 for the Section 8 Housing Choice Voucher program. HUD has steadily decreased administrative funds which pay to run the program. On May 24, 2011, the BOCC approved transferring the program to Citrus County for the following reasons:

- Response to uncertainty in the continued Federal funding of the program;
- Planned reorganization of the County's Housing Department to reduce staff from three positions to one position in FY 11/12; and
- Refocus the County's housing program on local funding provided through mitigation of large development projects (i.e. Development of Regional Impact), increased coordination with private sector housing providers and other social service agencies, and sale of properties obtained by the County through the code enforcement process.

On July 12, 2011 the Citrus Board of County Commissioners agreed to accept the transfer of the voucher program beginning October 1, 2011. This transfer would place all administrative responsibility under the direct control and supervision of Citrus County. The attached Resolution and MOU outline all transfers and responsibilities between Sumter and Citrus Counties. The HUD field office and Citrus County have approved all documentation attached. HUD will finalize transfer of the voucher program upon receipt of the executed Resolution and MOU.

Staff requests approval and execution of the Resolution with attached MOU.

APPROVED

August 9, 2011

RESOLUTION NO: 2011-35

RESOLUTION AUTHORIZING PERMANENT DIVESTITURE OF AND TRANSFER TO CITRUS COUNTY HOUSING SERVICES, THE ENTIRE ONE HUNDRED THIRTY TWO BASELINE UNITS OF SECTION 8 HOUSING CHOICE VOUCHER ASSISTANCE IN CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT A-3390 SUMTER COUNTY FL117; SUMTER COUNTY REQUESTS CITRUS COUNTY HOUSING SERVICES FL147 TO CONTINUE ASSISTING SUMTER COUNTY RESIDENTS AND MAINTAIN THE CURRENT WAITING LIST

WHEREAS, the total housing choice voucher (Section 8) allocation for Sumter County Florida is 132 vouchers; and

WHEREAS, as a result of diminishing funding allocations and the planned reorganization of the Housing Department, administration of a minimally sized Section 8 housing choice vouchers is infeasible; and

WHEREAS, Sumter County will deliver/transfer to Citrus County Housing Services the total budget authority on hand and accumulated Net Restricted Assets (NRA) and Unrestricted Net Assets (UNA) as described in the attached Memorandum of Understanding (MOU) to assure there will be enough funding to continue operations uninterrupted; and

WHEREAS, Sumter County is bound by fair housing requirements therefore will transfer this duty to Citrus County Housing Services; and

WHEREAS, Sumter County will notify owners and participants of the transfer no later than 30 days after approval; and

WHEREAS, new Housing Assistance Payment Contracts will be executed with the existing owners reflecting the name of Citrus County Housing Services no later than the family's next annual recertification date; and

WHEREAS, Sumter County agrees to allow current and future vouchers for Sumter County residents issued by Citrus County Housing Services to be used in accordance with the attached MOU; and

WHEREAS, Sumter County also requests Citrus County Housing Services to maintain the current waiting list until all families have been assisted at which time the waiting list would be eliminated; and

NOW THEREFORE BE IT RESOLVED, that effective October 1, 2011, Sumter County hereby permanently divests and transfers the 132 Housing Choice Vouchers in the Consolidated Annual Contributions Contract A-3390 SUMTER COUNTY FL117.

This resolutions is effective only upon approval by the United States Department of Housing and Urban Development (HUD) of the request for transfer and permanent divestiture of the 132 Housing Choice Vouchers ACC A-3390 Sumter County FL117.

PASSED AND ADOPTED by the Board of Sumter County Commissioners this 9th day of August, 2011.

Board of Sumter County Commissioners


Don Burgess, Chairman



MEMORANDUM OF UNDERSTANDING BETWEEN THE SUMTER BOARD OF COUNTY
COMMISSIONERS AND CITRUS BOARD OF COUNTY COMMISSIONERS REGARDING
TRANSFER OF THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM FROM THE
SUMTER COUNTY HOUSING DEPARTMENT (FL117) TO THE CITRUS COUNTY
HOUSING SERVICES (FL147)

This Agreement is entered into between the Sumter Board of County Commissioners (SBOCC) and the Citrus Board of County Commissioners (CBOCC) for facilitative assistance in the transfer of the Section 8 Housing Choice Voucher program with an Annual Contributions Contract of 132 vouchers from the Sumter County Housing Department (FL117) to the Citrus County Housing Services (FL147).

Whereas, the Sumter County Housing Department has administered the Section 8 Housing Choice Voucher program since 1975; and

Whereas, as a result of diminishing funding allocations and planned reorganization of the Sumter County Housing Department, administration of a minimally sized Section 8 housing choice voucher program is infeasible; and

Whereas, Citrus County Housing Services has agreed to the administration of Sumter County's 132 vouchers in order to ensure Sumter County residents continue to receive adequate and appropriate housing assistance;

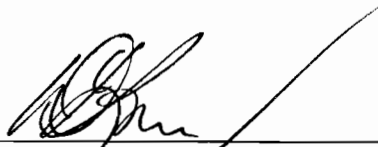
Now, therefore, it is mutually agreed as follows:

Services provided by SBOCC:

1. Provide working space for Citrus County Housing Services staff when in Sumter County, including a desk, chair, printer, phone, copier and scanner, desktop computer, internet access and typical desktop supplies.
2. A desktop computer will be transferred to Citrus County Housing Services inventory and removed from Sumter County Housing Department inventory for use at the office space as stated above.
3. Provide necessary storage of files for Sumter County participants, applicants and landlords in a secure location as required by the U.S. Department of Housing and Urban Development (HUD).
4. Send an Electronic Funds Transfer (EFT) in the amount of \$100,000 by September 15, 2011 to Citrus County to be used for the issuance of HAP payments on behalf of the Sumter County participants beginning October 1, 2011.
5. Sumter County will submit all necessary 50058's as required for November 1, 2011.
6. The balance of all Net Restricted Assets (NRA) and Unrestricted Net Assets (UNA) will be paid by EFT to Citrus County on or before January 1, 2012. This will allow Sumter County the opportunity to close out the Fiscal Year ending September 30, 2011.
7. Sumter County will be responsible for the annual Financial Assessment Submission System (FASS) unaudited and audited submission to HUD for fiscal year October 1, 2010 through September 30, 2011.
8. Section 8 Housing Choice Voucher program administrative plan, policies and procedures will be eliminated October 1, 2011.

Services provided by CBOCC:

1. Administer the Section 8 Housing Choice Voucher program on behalf of all Sumter County participants beginning October 1, 2011.
2. Citrus County Housing Services administrative plan, policies and procedures will become effective October 1, 2011 for all Sumter County participants and waiting list applicants.
3. Remit a completed HUD 52665 form to all Housing Authorities (HA's) for families that have transferred to Sumter County to change payment information in order for Citrus County to be paid by the HA's.
4. Remit a completed HUD 52665 form to all Housing Authorities (HA's) for families that have transferred out of Sumter County to change payment information in order for Citrus County to pay the HA's.
5. Issue payment to all landlords for Sumter County participants, including transfers, in and out of Sumter County.
6. Participants will have the option to remain in Sumter County if they so desire.
7. Keep a separate waiting list for Sumter County applicants that is to be used when a voucher becomes available due to attrition or additional funding. The applicants will be eligible for assistance in a unit located in Citrus County only.
8. When the waiting list for Sumter County is exhausted and vouchers are available, they will become Citrus County vouchers and will be used accordingly.
9. As of October 1, 2011, Citrus County will be responsible for all reporting to HUD, including, but not limited to, VMS and any other requirements deemed necessary.
10. Citrus County will be responsible to submit 50058's for any action that begins in December 1, 2011.
11. Citrus County will be responsible for all FASS auditing submissions beginning October 1, 2011.



Signature – Don Burgess, Chairman
Sumter County Board of Commissioners

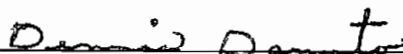
AUG 09 2011

Date

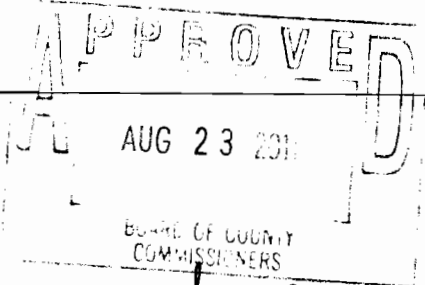
Attested:



Clerk of Court – Sumter County

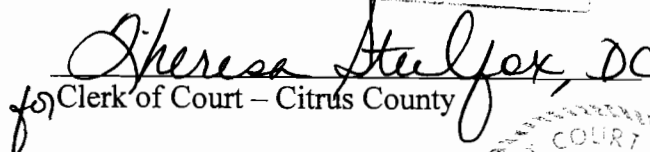


Signature – Dennis Damato, Chairman
Citrus County Board of Commissioners



Date

Attested:



Clerk of Court – Citrus County

